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MEMORANDUM FOR: C-LD, C-PT; C-BD, C-SD, C-MD, AL/PS, AL/AD

SUBJECT: Assignment of Administration and Logistics Staff
Personnel

1. This memorandum constitutes informal information to addressees and their staffs concerning personnel reassignment pursuant to revised organization. It is issued with the concurrence of the Chief of Administration, DD/P, and reflects agreements reached by him with DD/A, DD/P, C/PP, and C/PO. Formal notice to individual assignees will come from receiving organizations.

2. Separate attachments to this memorandum, appropriately varied for each addressee, will give detail concerning their respective staffs. In general, the reassignments are grouped by the following categories:

- a. Personnel assigned to DD/A offices.
- b. Personnel assigned to DD/P staffs (CAO or PPC)
- c. Personnel assigned to CPP.
- d. Personnel assigned to CPO.

3. Personnel transfers to DD/A offices are expected to be accomplished by 8 September. Formal completion of other assignments may take longer. However, personnel in all categories should accept supervisory direction from the receiving point beginning at once. With this memorandum, the OPC Administration and Logistics Staff ends its operation as a single staff organization.

4. Except for minor liquidating detail, this memorandum will constitute my last official act as OPC/CAL. CAL is transferred to the DD/P Policy and Program Coordination Staff and will function henceforth in the capacity. In this circumstance, I wish to express to all addressees and the personnel of their staffs my warm appreciation for your service, your loyalty, and your cooperation during the sixteen months of my tenure as Deputy Chief and Chief of the OPC Administration and Logistics Staff. This association has been a pleasure and a satisfaction to me. The purposes and the objectives to which we have devoted our efforts under the previous structure are by no means ended simply by a change of organizational concept, channels, and responsibilities. Most of us will be continuing to perform like

functions

functions although our locations may have changed. For most of us, therefore, our association will continue even if the supervisory relationship has been ended. To the extent of this continuing association, I wish to ask for your continuing cooperation in my new function, and I wish especially to request and urge that each of you give to your new command channel the same measure of loyalty and conscientious effort which I have had the good fortune to receive from you.

/s/
[REDACTED]
Chief, Administration
and Logistics

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